PRESCRIPTION EVALUATION

Compare the problem(s) identified by the new prescription to the old prescription and describe solution(s) to the problem(s).

AUXILIARY OPHTHALMIC PRODUCTS

Recognize visual needs and suggest appropriate auxiliary products.

CLEANING AND CARE OF EYEWEAR

Teach a client to use eyewear; explain how to put clients at ease about the use of eyewear.

FOLLOW-UP SERVICES

Explain when to provide follow-up services and how to communicate with clients the importance of follow-up visits.

CLIENT/PATIENT RECORD MAINTENANCE

Demonstrate how to identify and update records and delete old files.

MACHINE, INSTRUMENT AND LAB MAINTENANCE

Calibrate equipment to manufacturer's specifications.

DISPENSING CONTACT LENSES (OPTIONAL)

Define basic contact lens terminology; describe basic contact lens designs; understand the importance of proper hygiene; instruct patients on contact lens insertion and removal; communicate to patient the recommended contact lens care systems and solutions and usage; instruct patient regarding proper contact lens handling and cleaning procedures; respond to emergency situations and take appropriate measures; familiarize patient on ocular health with regard to lifestyles and environmental influences; demonstrate how to record data on a patient's chart; become familiar with various instruments associated with contact lenses.

OPTICIANRY

OPTICIANRY

A student who has completed the Job Corps Opticianry program is equipped with the skills to contribute to the workplace as a valued employee from day one. Competence in academic and vocational skills is required for graduation. In addition, Job Corps students learn employability and technological skills. To complete his or her Opticianry training, a student must master skills in these categories:

LEVEL I

SAFETY

Understand OSHA requirements as related to opticianry; use safety practices in the operation of instruments and machines used to fabricate a lens; relate safety procedures in the event of a safety emergency; understand emergency response and basic first aid.

ORIENTATION TO OPTICAL DISPENSING

Describe the social and business skills needed in a professional setting; describe the basic skills needed by an opticianry assistant; describe the different occupations in the ophthalmic profession; become familiar with the historical development of lenses and frames; understand health and safety issues involved in patient care and universal precautions.

BASIC THEORY, ANATOMY AND PHYSIOLOGY

Define ophthalmic terminology and abbreviations; describe basic optical theory and its application, basic eye anatomy, basic ocular physiology and common ophthalmic disorders.

PRESCRIPTION VERIFICATION

Describe the format and content of prescriptions, describe base curve, sphere, cylinder, axis, prism, centration and lens design; identify commonly missing prescription information.

LENSOMETER

Measure lens power with a lensometer; describe the basic components of a lensometer; focus with a lensometer; measure sphere component of a prescription; measure cylinder component of a prescription; locate the cylinder axis of a prescription; determine the position of the optical center; measure the segment power of a bifocal.

BASIC CARE AND USE OF OPHTHALMIC PRODUCTS AND EQUIPMENT

Describe ophthalmic products and equipment and their use; demonstrate the proper care of ophthalmic products in the optical laboratory and/or clinic; demonstrate proper cleaning and care of eyewear.

VERIFICATION OF OPTICAL PRODUCTS

Describe an inspection of lens surfaces and styles, lens materials, lens colors and other lens instruments; explain how to verify frame component parts; describe various frame materials; demonstrate measuring lens thickness with calipers; demonstrate using a lens clock to measure base curves.

FITTING TECHNIQUES

Demonstrate a knowledge of the various instruments used in taking measurements; take necessary measurements using appropriate equipment; record measurement information on prescription.

OPTICAL DATA CALCULATIONS

Understand and apply basic ophthalmic formulae including boxing system, transposition, decentration, minimum blank size (MBS), seg placement, and machine set; gather prescription form information; perform calculations using prescription form information.

continued

LENS FABRICATION – SURFACING

Select appropriate lens stock for single vision and multifocal lens design according to the prescription; select the appropriate frame according to the prescription form; input prescription data into the computer and understand surfacing ticket; use instruments and machines to surface including layout, blocking, generating, fining/polishing, deblocker and final inspection; perform proper laboratory cleaning techniques.

LENS FABRICATION – FINISHING

Use instruments and machines to finish a lens including spotting, layout, blocking, edging, safety bevel, deblocking, tinting, insertion, and inspection; demonstrate an inspection of bevel and edge quality; describe roll and polish; perform basic frame repairs (nose pads, screw replacement, restring, etc.); perform proper laboratory cleaning techniques.

ALIGNMENT OF EYEWEAR

Use tools needed to adjust eyewear; demonstrate knowledge of standard alignment.

OPTICIANS AND THE LAW

Define ANSI, FTC, OSHA and FDA; define professional and ethical conduct; explain consumer laws and appropriate state licensure requirements; explain the legal aspects of keeping records; understand the need for patient confidentiality.

PROFESSIONAL AFFILIATIONS AND PROFESSIONAL SUPPORT

Perform an Internet search of ophthalmic organizations, addresses and phone numbers and Web sites related to the field.

COMPUTER SKILLS

Use computer terminology; demonstrate basic word processing skills; prepare a resume and cover letter.

COMMUNICATION

Demonstrate proper phone etiquette; understand the uses and features of a fax machine and copier; demonstrate the ability to write legibly, copy accurately and schedule appointments.

LEVEL II

(LEVEL I SKILLS PLUS THE FOLLOWING)

PRESCRIPTION VERIFICATION

Relate basic optical theory to a prescription; relate eye anatomy and physiology to a prescription; describe and identify different lens styles and materials according to a patient's prescription and lifestyle.

LENSOMETER

Accurately measure lens power with a lensometer; focus the lensometer; measure sphere and cylinder component of a prescription; locate the cylinder axis of a prescription; determine the position of the optical center; measure the segment power of a bifocal; measure prism diopeter (if applicable) and direction of prism base.

VERIFICATION OF OPTICAL PRODUCTS

Demonstrate frame availability using frame fact materials; demonstrate lens availability using lens reference materials.

LENS FABRICATION

Demonstrate how to roll and polish edges; use ANSI standards and tolerances in producing ophthalmic devices.

continued

MARKETING OPTICAL PRODUCTS

Describe products and market them to client needs and wants; demonstrate verbal, written and communication skills with clients, co-workers and professionals; describe warranties and service agreements.

AUXILIARY OPHTHALMIC PRODUCTS

Demonstrate and show samples of tints, coatings, and special lens surface treatments; demonstrate and show special frame and lens designs; identify lens anomalies.

MULTIFOCAL LENSES

Identify appropriate use of the following lens styles: flat top, progressive, round, executive, blended, trifocals and specialty lenses; identify the appropriate use of the following lens materials: CR 39, polycarbonate, high-index, glass, and specialty lens materials.

DISPENSING AND FOLLOW-UP SERVICES

Use procedures to adjust eyewear to fit facial alignment of patient; describe how to tell when a patient needs refitting, eyewear repair, or a replacement.

ORDERING INFORMATION AND DOCUMENTATION

Explain the purpose and content of order forms and price lists; gain familiarity with insurance forms.

CLIENT/PATIENT RECORD MAINTENANCE

Demonstrate how to store records, correct errors and return records to storage; describe how to identify and update records and delete old files; explain the legal aspects of keeping records; describe the importance of patient confidentiality.

LEVEL III

(LEVEL I AND II SKILLS PLUS THE FOLLOWING)

MARKETING OPTICAL PRODUCTS

Describe human behavior characteristics related to product need and desires; describe selling aids and presentation techniques; explain the relationship of client lifestyles and occupations to their choice of optical products; demonstrate how to determine client needs and desires using basic interviewing skills; demonstrate verbal, written and oral communication skills with clients, co-workers and professionals.

OPTICIANS AND THE LAW

Apply knowledge of ANSI, FTC, OSHA and FDA to optical eyewear and the trade; demonstrate professional and ethical conduct; describe court rulings and decisions pertaining to ethical products; understand the consequences of violating patient confidentiality.

COMMUNICATION

Demonstrate ability to take or place prescription orders over the phone; understand how to verify insurance coverage; demonstrate the ability to respond to patient requests and to complete client history forms.

ADVISING CLIENTS

Describe the limitations of prescriptions; describe how to fulfill client needs and wants with frames and lenses; demonstrate product knowledge as applied to a particular prescription and client physical appearance (facial shape, coloring, other facial characteristics); explain how prescription particulars may impact the advisability of using certain optical products; explain the disorientation that the client may experience as a result of changes in the correction of the refractive error; explain how to advise clients on adapting to changes; describe dispensing eyewear to children.

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OPTICIANRY